



## **CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS**

***“Honoring California’s Veterans”***

**Registered Nurse**  
**Permanent, Full-Time & Intermittent**  
**\$6,938- \$8,030 Monthly (Full-Time)**  
**\$40.03-\$46.33 Per Hour (Intermittent)**  
**\*Subject to Governor’s Hiring Freeze**

**Final File: Until Filled**

**Who Should Apply:**

Current State employees in this classification or those who are eligible on a certification list, transfers or reinstatement may apply for this vacancy.

**NOTE:** APPOINTMENT IS SUBJECT TO SROA/SURPLUS PROVISIONS. PLEASE ATTACH YOUR SROA/SURPLUS LETTER TO YOUR APPLICATION AND INDICATE THAT YOU ARE ON SROA STATUS/SURPLUS STATUS IN THE “APPLYING FOR” SECTION OF THE STD 678 EXAMINATION/EMPLOYMENT APPLICATION. APPLICATIONS WHICH INDICATE SROA/SURPLUS STATUS WILL BE GIVEN FIRST PRIORITY.

THE SALARY LISTED FOR THIS CLASSIFICATION WILL BE ADJUSTED ACCORDINGLY TO COMPLY WITH THE PROVISIONS OF THE FURLOUGH PROGRAM.

**If you are not a current State employee** or otherwise eligible, you may qualify for a civil service examination based on the minimum qualifications for the classification. To view a current listing of examinations being offered by the California Department of Veterans Affairs, please visit our website at [www.cdva.ca.gov](http://www.cdva.ca.gov), or to view examinations offered by all State departments, please visit the State Personnel Board’s website at [www.spb.ca.gov](http://www.spb.ca.gov).

HONORABLY DISCHARGED VETERANS WHO FALL UNDER EITHER CATEGORY AND MEET THE REQUIREMENTS RATED ON THE JOB AND/OR EXAMINATION ANNOUNCEMENT ARE ENCOURAGED TO APPLY.

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# CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS

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**Registered Nurse (Multiple Openings)**  
**Permanent, Full –Time & Intermittent**  
**\$6938-\$8030 Monthly (Full-Time)**  
**\$40.03-\$46.33 Per Hour (Intermittent)**

## **Duties and Responsibilities:**

Under the general supervision of Supervising Registered Nurse:

- Makes rounds on residents routinely throughout the shift monitoring each resident for medical stability and any change in condition. Makes report to the Supervising Nurse II and the physician immediately of any resident change of condition and ensures evaluation of resident by a physician as soon as indicated. Makes all appropriate nursing documentation in the resident record in designated places. Transcribes physician's orders. Gives medication and treatments in proper areas. Assumes responsibility for seeing that consents, laboratory reports, and records are completed. Ensure documentation and reporting of essential information in the resident record, to nursing personnel on other shifts, and to the appropriate members in the chain of command. Participates in the data collection to prepare for and attends the RTC's. Documents on the RCT worksheet. Fills out Level of Care Assessment Form for resident evaluation by the Supervising Nurse II and Administrator for change in level of care.
- Is knowledgeable of 22CCR, Division 6, Chapter 8 (RCFE) requirements and provides on-the-job training to RCFE staff to ensure compliance with these regulations. Training areas include, but are not limited to, The Aging Process and Physical and Special Needs of the Elderly, Importance and Techniques of Personal Care Services, Residents' Rights, Policies and Procedures Regarding Medications, Psychosocial Needs of the Elderly, and Recognizing Signs and Symptoms of Dementia in Individuals. Documents staff training, performs skills checks for LVN, CNA, and HW staff. Provides specific instruction and guidance with regard to Medication Management.
- Interviews each resident when appropriate upon admission and subsequently as needed to explain the role of various staff members on the unit. Does nursing history and assessment. Does complete physical assessment, documents findings completely, including skin assessment. Identifies nursing problems including physical, emotional and social needs and begins formulating a written plan of care. Orients resident to physical layout of unit, specific unit routine and use of call bell system. Assures that physical inventory of residents' belongings is completed and clothing and personal items are marked with resident's name.
- Formulates a written nursing care plan with members of the RCT, providers and family for each resident. Reviews plan weekly and as indicated by change in resident condition. Observes residents frequently, plans appropriate nursing care, and documents pertinent information in interdisciplinary notes (IDN). Identifies rehabilitation potential of individual residents and plans care directed toward attaining optimum level of function.
- Is available and responds to all nursing/medical emergencies in the RCFE. Provides nursing assessment as needed. Supervises and (when the situation warrants) provides nursing care in emergencies. In internal disaster situations, assumes direction of nursing response until relieved by the Supervising Nurse II.
- Assists in the review of RCFE Policies and Procedures. Provides input to the Supervising Nurse II. Ensures staff receives instruction on and is competent in implementing any new processes and procedures that result from new or revised RCFE policies or facility policies that impact the RCFE.
- Reviews and orders training materials to include books, video instruction tapes, interactive CD-ROMs and similar materials. Develops hand-outs and written training materials

## **How To Apply:**

Visit the State Personnel Board (SPB) website at: [www.spb.ca.gov](http://www.spb.ca.gov), to download the application. Submit your completed State Application (Std. 678), and resume to: **Department of Veterans Affairs, Human Resources Division, 11500 Nimitz Ave D413, Attn: G Steward M80# 39W, 40W, 41W, 42W, 51W, 52W, 53W, 89W11/12**  
All State applications must be postmarked no later than the final filing date.

## **Questions:**

If you have any questions or request information concerning this posting, or need assistance in the application process, please contact **Gwen Steward, Human Resources Office, at (424) 832-8221. TDD: (800) 735-2929**

AN EQUAL OPPORTUNITY EMPLOYER - EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION. PER MILITARY AND VETERANS CODE, SECTION 80, WHENEVER POSSIBLE, PREFERENCE SHALL BE GIVEN TO VETERANS FOR EMPLOYMENT IN THE DEPARTMENT OF VETERANS AFFAIRS. IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS. APPLICATIONS WILL BE SCREENED AND ONLY THE MOST QUALIFIED WILL BE INTERVIEWED. SUCCESSFUL COMPLETION OF LIVE SCAN AND A PRE-EMPLOYMENT PHYSICAL SCREENING (INCLUDING DRUG TESTING FOR CERTAIN CIVIL SERVICE CLASSIFICATIONS) WILL BE REQUIRED.